

7.1.4	GENERAL VOLUNTEER POLICY
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Applies to: Board Members, All Staff and Volunteers
Specific responsibility: CEO

Version: 1
Date approved:
Next review date:

Policy context: This policy relates to	
Standards or other external requirements	National Standards for Volunteer Involvement.
Legislation or other requirements	
Contractual obligations	

POLICY STATEMENT

Meals on Wheels recognises the importance and relevance of volunteers within the organisation, and the reciprocal nature of the relationship between The Association and the individual.

Volunteers are involved in all areas of Meals on Wheels' activities and The Association is committed to establishing and maintaining a quality system for involving and managing volunteers.

The Association is committed to ensuring that volunteers have work that is safe, significant, fulfilling, and appreciated and that it supports the work of the Organisation. Meals on Wheels seeks to lead the sector in best practice in volunteer management and governance.

Meals on Wheels is guided by Volunteering Tasmania's Characteristics of Volunteering statement, as follows:

- It has a direct benefit to the community and the volunteer (whether the benefit is tangible or intangible).
- It is undertaken by choice.
- It is unpaid. However, the volunteer may receive reasonable or appropriate reimbursement for expenses that are associated with the role, and/or may receive a monetary or other incentive/reward.

DOCUMENTATION

Documents related to this policy	
Related policies	
Forms, record keeping or other organisational documents	Volunteer Handbook

Reviewing and approving this policy		
Frequency	Person responsible	Approval
Annually	CEO	Board

Policy review and version tracking			
Review	Date Approved	Signed	Next Review Due
1			
2			
3			